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**Thursday,  
August 1,  
2013**

**2013 SEMINAR**

**LOCATION**

**HAMPTON ROADS  
CONVENTION CENTER**  
1610 COLISEUM DRIVE  
HAMPTON, VA 23666  
(757) 315-1610

## ENHANCE YOUR EEO KNOWLEDGE

at the

**2013 EEOC Hampton Seminar.** This informative seminar, **sponsored by the Charlotte EEOC Office**, will be held at the Hampton Roads Convention Center.



# EEOC Hampton Seminar

**U.S. Equal Employment Opportunity Commission**

Also check out at  
[www.eetraining.eeoc.gov](http://www.eetraining.eeoc.gov), our  
national three day event in **Denver on**  
**August 27-29, 2013**  
**The EXCEL Training Conference.**

**TRAINING YOU CAN'T AFFORD TO MISS!**  
Join EEOC for the best in EEO training from the experts who enforce the law.

Questions about the seminar?

**Marilyn S. Booker**  
**EEOC Norfolk Office**  
(757) 441-3135

*Seminar Includes  
a CD-ROM of 2000+ pages,  
a complete EEO LIBRARY*



**EEOC**  
**Training Institute**  
*...Learn from the Experts*

Thursday, August 1, 2013

# EEOC Hampton Seminar

[www.eeotraining.eeoc.gov](http://www.eeotraining.eeoc.gov)

## Top 5 Reasons to Attend an EEOC Seminar

- Get Updates on the Latest Changes to EEO Laws and Regulations
- Avoid Common Pitfalls and Mistakes
- Learn Best Practices
- Prepare for Tough HR Decisions
- Meet the People who Enforce the Laws

## Hotel Arrangements

*Registrants are responsible for their own hotel arrangements.*

*Embassy Suites Hotel and Spa  
1700 Coliseum Drive  
Hampton, VA 23666  
(757) 827-8010  
[www.embassysuites.com](http://www.embassysuites.com)*

## Who Should Attend?

- Human Resources
- EEO Managers and Staff
- Attorneys
- Managers and Supervisors
- State and Local Officials
- Union Officials
- Federal EEO Staff [seminar approved for EEO Investigator Refresher credit]

## Training Institute Policies - Training Event 13TCHA03

**PAYMENT — \$349** Fee includes seminar, lunch and refreshments at breaks, and an eight-volume EEO library on CD. **PAYMENT MUST ACCOMPANY REGISTRATION.** *EEOC Tax ID Number: 52-0812909*

**GET A DISCOUNT PRICE of \$319** by: 1) registering on-line with a credit card or electronic check payment, or 2) registering early by mail or FAX. Check or credit card payment information **must** be received 30 days before the seminar and credit card registrations received after July 1, 2013 will be charged \$349. **NOTE:** All credit card charges will be listed as EEOC Training Institute on your statement.

**PAYING BY GOVERNMENT PURCHASE ORDER** *Please note: This type of payment is not eligible for the Early Bird discount.*

**State and Local Government Registrants:** In order to be confirmed submit a copy of the purchase order, purchase order number, billing name and address and instructions, and agency tax ID number. For all POs, please provide the name, phone number and email of a contact person for questions regarding purchase order and payment. "Purchase order number" could also be a requisition or document number, as appropriate.

**Federal Government Registrants:** We only accept federal purchase orders over \$2,500. Please contact our customer service staff at 866.446.0940 or send an email to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov) for more information.

**REGISTRATION —** Register at [www.eeotraining.eeoc.gov](http://www.eeotraining.eeoc.gov). Credit card and electronic bank check registrations will receive immediate confirmation. *EEOC Tax ID Number: 52-0812909*

You may also **MAIL** your registration application with payment to **EEOC TRAINING INSTITUTE, REGISTRATION PROCESSING, 6501 RED HOOK PLAZA, SUITE 201, ST. THOMAS, VIRGIN ISLANDS 00802** or **FAX** your registration with payment to 703.787.8090.

**QUESTIONS ABOUT REGISTRATION?** 1.866.446.0940; TTY# 1.800.828.1120; [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov)

**CONFIRMATION —** Registrants will receive written email or fax confirmation upon receipt of a complete registration application and payment. Space is limited, so register early, preferably at least 14 days prior to the seminar. Late registrations will be accepted on a space-available basis. Confirmation email should be brought to the event.

## CANCELLATIONS, REFUNDS, NO SHOWS

Cancellations received more than 7 business days prior to the seminar are eligible for a refund less a \$35 processing fee. No shows are not eligible for a refund. Substitutions may be made prior to the beginning of the seminar.

**REASONABLE ACCOMMODATION REQUESTS —** If you need an accommodation, please note it on the registration form and we will contact you.

# AGENDA HAMPTON EEOC SEMINAR Thursday, August 1, 2013



## Schedule

- Registration: 7:15 am
- Start: 8:00 am
- Lunch provided
- End: 4:15 pm

### • LET EEOC BE YOUR TRAINER

Experienced EEOC staff will come to your worksite and provide training on popular EEO topics such as harassment or an overview of EEO. For more information, contact:  
**Marilyn S. Booker**  
Program Analyst  
757 441-3135  
marilyn.booker@eeoc.gov

7:15 AM	Registration and Continental Breakfast
8:00 AM	<b>Welcome and Opening Remarks</b> <i>Reuben Daniels, Jr., Director, EEOC Charlotte District Office</i>
8:15 AM	<b>EEO Legal Updates</b> <i>Christopher Kuczynski, Esq., Assistant Legal Counsel, EEOC Office of Legal Counsel</i>
9:15 AM	<b>ADAAA: Leave Accommodation and FMLA: Intersections and Conflicts</b> <i>Kevin D. Holden, Esq., JACKSON LEWIS, LLP</i>
10:15 AM	Break
10:30 AM	<b>EEOC Enforcement Trends: Arrests and Convictions, Religious Accommodations and LGBT Issues</b> <i>Tanisha Wilburn, Esq., Senior Attorney Advisor, EEOC Office of Legal Counsel</i>
11:30 AM	<b>Social Media: Employer Rights and Responsibilities</b> <i>Allison E. Serafin, Esq., JACKSON LEWIS, LLP</i>
12:30 PM	Lunch
2:00 PM	<b>AFTERNOON WORKSHOPS—CHOOSE 2</b> <ol style="list-style-type: none"><li><b>1. Workplace Diversity and Inclusion: The Business Case</b> <i>Mark A. Johnson, Vice President/Community Development Manager, Sun Trust Bank - Hampton Roads</i></li><li><b>2. EEO Compliance and Responding to EEOC Charges</b> <i>Thomas Colclough, Director, EEOC Raleigh Area Office</i></li><li><b>3. Immigration/National Origin Discrimination in the Workplace</b> <i>Phil Telfeyan, Esq., Senior Trial Attorney, Office of Special Counsel, U.S. Department of Justice (DOJ)</i></li><li><b>4. Common Federal Contractor EEO Pit Falls</b> <i>Heidi Lacy, Assistant Director, Office of Federal Contract Compliance Programs (OFCCP)</i></li></ol>
3:00 PM	Break
3:15 PM	Repeat of Afternoon Workshops
4:15 PM	Adjourn

**Credits:** Recertification credits from HRCI are available. The seminar also meets the yearly refresher training requirement for federal agency EEO investigators.

# EEOC Hampton Seminar August 1, 2013 (Event Code 13TCHAO3)

Please print and use a separate form for each attendee.

## 3 ways to register

- **ON-LINE - GET DISCOUNT PRICE**

[www.eetraining.eeoc.gov](http://www.eetraining.eeoc.gov)

(payment by credit card and online check only)

- **MAIL**

EEOC TRAINING INSTITUTE

REGISTRATION PROCESSING

6501 RED HOOK PLAZA, SUITE 201

ST. THOMAS, VIRGIN ISLANDS 00802

- **FAX to 703.787.8090**



### DIRECTIONS to Seminar Location Hampton Roads Convention Center

From I-64 East, take Exit 263 to Mercury Blvd. Take the overpass ramp towards Coliseum Drive. Turn right onto Coliseum Drive. Continue straight through the intersection. Turn left into parking lot.

From I-64 West, take Exit 263B Hampton Coliseum. The exit ramp become Mercury Blvd and at the first traffic light, make a right onto Coliseum Drive. Continue straight through the intersection. Turn left into parking lot.

By registering for a Training Institute event, you agree to all applicable Institute policies.

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_ Suborg \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-Mail \_\_\_\_\_

Business Telephone ( ) \_\_\_\_\_ ( ☐ if TTY, please check)

Fax No. ( ) \_\_\_\_\_ Company/Agency Tax ID Number \_\_\_\_\_

Do you require a reasonable accommodation, due to a disability, in order for you to attend this program? ☐ Yes Describe accommodation requested or special diet needed.

**AMOUNT OF PAYMENT:** \$349 Discount price of \$319 available for online registrations up until the day before the seminar and for mailed checks or mailed/faxed credit card payment registrations received 30 days before the event. Faxed/mailed credit registrations received after July 1, 2013 will be charged \$349.

**Credit Card** ☐ MasterCard ☐ Visa ☐ American Express ☐ Discover

Account # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Cardholder Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Card Security Code \_\_\_\_\_

Cardholder Email address \_\_\_\_\_

Cardholder mailing address \_\_\_\_\_

☐ **Check Payable to EEOC Training Institute**

☐ **State/Local Government Purchase Order (Attached) PO #** \_\_\_\_\_

State and Local PO will be paid by ☐ Check ☐ Credit Card (provide information above)

Billing Organization Name & Address \_\_\_\_\_

Name/Phone #/Email of Billing Contact \_\_\_\_\_

We only accept federal purchase orders for over \$2,500. Please call us at 866.446.0940 or send an email to [eeoc.traininginstitute@eeoc.gov](mailto:eeoc.traininginstitute@eeoc.gov) for special registration form and procedures.

Person filling out this form (if different than registrant)

Name \_\_\_\_\_

Email \_\_\_\_\_

**Have you attended** an EEOC sponsored seminar, course or conference in the last 5 years? ☐ Yes ☐ No

#### # Employees at Your Facility:

- ☐ Under 50
- ☐ 50-99
- ☐ 100-249
- ☐ 250-499
- ☐ 500-999
- ☐ 1,000+

#### Your Organization's Business Type:

- ☐ Federal Gov't
- ☐ State/Local Gov't
- ☐ Private

#### Your Position Category:

- ☐ Attorney ☐ EEO Director, Manager, Supervisor
- ☐ EEO Professional (Investigator, Counselor, Specialist)
- ☐ HR Director, Manager, Supervisor ☐ HR Staff
- ☐ Mediator, ADR ☐ Other Manager, Supervisor
- ☐ President, CEO, Owner ☐ Union Representative
- ☐ Other \_\_\_\_\_

#### How did you learn about our seminar?

- ☐ Brochure in mail ☐ Email ☐ Colleague
- ☐ Website/Internet ☐ Newspaper/Radio Ad
- ☐ Professional Organization ☐ SHRM ☐ EEOC event
- ☐ Other \_\_\_\_\_